

JOB OPPORTUNITY

Franchise Tax Board is an equal opportunity employer to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age, or sexual orientation.

☐ Permanent
Full-time

☐ Permanent
Intermittent

☒ Limited-term
(Temporary)
Length 6 months

☐ Formal Training
and Development
Assignment

Position Title: Tax Gap Auditor

Classification: Tax Auditor (Range B) / Associate Tax Auditor

Location: Central- San Francisco Bldg- Pacifica

Section/Unit: Filing Compliance Bureau

Salary Range: \$3,715 - \$5,702

Number of Vacancies: 2

Job Description: (includes typical duties)

Are you looking for a position where you can make a difference in FTB's effort to address the tax gap? Are you looking for a position where you can help create a workplace where energy, enthusiasm and creativity flourish? The Filing Compliance Bureau is the perfect place for you. As a Tax Gap Auditor in the Filing Compliance Bureau, you will help identify underreported income, the largest segment of California's \$6.5 billion dollar tax gap. You will also influence the development of innovative programs designed to generate revenue.

Independently and as a team member, the Tax Gap Auditor is responsible for performing audits, research and analysis to detect trends and opportunities to address California's tax gap. The incumbent will also identify methodologies and recommend policy and program changes to better pursue underreporters and other segments of the tax gap.

Required Knowledge, Skills, and Abilities:

Knowledge of California's income tax program
Ability to analyze data and draw sound conclusions
Strong verbal and written communication and interpersonal skills
Good attendance, punctuality and dependability
Ability to work independently with minimal supervision
Ability to be flexible in response to changing workloads and priorities
Strong organizational skills and ability to successfully balance multiple tasks
Positive attitude and team player

Desirable Experience/Qualifications:

Experience writing issue papers, reports and memorandums
Knowledge of the INC System and other resources, such as Lexis/Nexis, DMV, etc.

Mail or hand deliver your application by: January 24, 2007

Contact Person: Susan Reyes Telephone Number: (916) 845-7116

Address/Room Number: PO Box 550, Sacramento, CA 95812-0550, Attention: Exams (include contact persons name)

Special Instructions: **FTB employees please hand deliver or route to Susan Reyes at M/S F-180.**

To be considered for this Job Opportunity, applicants must have permanent civil service status, be reachable on an employment list or have reinstatement eligibility. **Applications will be screened and only the most qualified applicants will be interviewed.**

All applicants not currently employed with the Franchise Tax Board will be subject to a pre-employment background investigation. The investigation will consist of completion of a pre-employment questionnaire, fingerprinting, and an inquiry to the Department of Justice to disclose criminal records.

TDD is Telecommunications Device for the Deaf and is reachable only from telephones equipped with a TDD device.

Franchise Tax Board's TDD telephone number is (800) 822-6268.

The California Relay Service telephone numbers are: (from TDD Phone) (800) 735-2929; (from Voice Phone) (800) 735-2922.